

750 COMMUNITY FACILITIES -- MORALE, WELFARE AND RECREATION (EXTERIOR)

GENERAL NOTES

The General Notes and General Instructions at the introduction to the 740 Series also apply to the revised criteria for the following facilities:

Category Code Description

750 10	OUTDOOR PLAYING COURTS
750 20	PLAYING FIELDS
750 40	GOLF COURSE
750 58	RECREATIONAL CAMPGROUND

USING THE CRITERIA

1. SIZE TO ACCOMMODATE DEMAND

The revised criteria provide a new approach to determine allowances for Morale, Welfare and Recreational (MWR) facilities. Facility allowances are sized to accommodate the projected demand for the anticipated functions. This sizing involves a three-step procedure:

A. Estimate Projected Demand

Calculate the peak-hour demand for each functional component of the facility using the demand calculation tables. Then apply any special adjustment factors in the criteria.

B. Determine Capacity Requirements

Derive the number of required functional units (for example, playing courts or training stations) by multiplying the demand by the capacity factors in the criteria.

C. Calculate Space Allowances

Apply the space allocation factors to determine the square meter (footage) required for each functional component. Add the areas for all components, plus support area factors indicated in the criteria, to determine the total facility allowance. For each step in this planning process, follow the calculations and instructions provided in the criteria for each facility type. In addition to the criteria stated in , attention should be given to relevant planning information in the Base Master Plan, and existing Design Manuals, Military Handbooks or Instructions for the specific facility type.

The involvement of MWR representatives in the planning process is strongly recommended in order to ensure a match between program needs, and the types and sizes of spaces to be provided.

2. DEMAND FACTORS DERIVED FROM SMART COMPASS

A. Participation Factors for Each Population Category

Demand calculation involves application of Participation Factors provided in the criteria for each significant user population category - officers, enlisted personnel, retired military, and authorized civilians. These factors have been statistically derived to represent system-wide standards for **peak-hour participation** by each group, using data from the Smart Compass "Leisure Needs Survey" and other user surveys.

B. SMART COMPASS "Leisure Needs Survey"

The Smart Compass "**Leisure Needs Survey**" is a needs assessment of Morale, Welfare and Recreation (MWR) programs administered by the **Bureau of Naval Personnel** (BUPERS).

The **Leisure Needs Survey (LNS)** was implemented in 1985 to capture valid and reliable "installation specific" community leisure needs assessment information and comprehensive data for local management to use for short and long range Morale, Welfare and Recreation (MWR) program planning. Each Navy base with an MWR program is surveyed at least once every three years. The survey was scientifically developed by a team of experts made up of university professors with specialties in leisure studies and research statistics. The Navy regularly brings in subject matter experts from universities and the MWR profession to review and validate the results and update the survey process.

The LNS measures MWR user intentions and trends of active duty Navy, spouses, retirees and authorized civilian patrons of MWR services. The survey contains demographics of patrons, leisure time activity preferences, evaluation of services and facilities, and barriers to participation. The random sampling process in use was carefully developed to ensure that the sampling enables us to generalize from a small representative group to a larger one. The LNS is an accepted, reliable and validated survey tool used by many local commands to modify MWR programs and to justify the construction of MWR facilities.

For questions concerning **Smart Compass** contact the **Bureau of Naval Personnel, Code Pers-651**. **Summaries of the local Leisure Needs Survey** results are available in the **MWR office on each Navy base**.

For **Marine Corps Installations** results of the **MWR Construction Program Patron Survey** will be used to provide Marine Corps specific patron desires. Construction Program Patron Survey data is available from the **Commandant of the Marine Corps (MC)**

C. Survey Data Already Incorporated in Factors

The Participation Factors already incorporate the demand implications of the Smart Compass data. Users of these criteria do not need to use any Smart Compass data in applying the demand calculation tables, **except as specified in the Bowling Center and Golf Course criteria.**

The Participation Factors may be revised periodically by NAVFAC HQ, BUPERS, and the Commandant of the Marine Corps (MWR). The most current figures must be used in all demand calculations.

3. SPACE ALLOWANCE FLEXIBILITY

A. Modular Space Allowances

For many of these criteria, usage demand, capacity requirements and space allowances are calculated separately for component function-areas of the facility, and then totalled to derive overall facility space allowances. This procedure is designed to respond to local variations in the set of activities and spaces provided, and the relative demand for different activities depending on the needs of the installation population. This approach can also accommodate diverse existing facility situations, when considering additions or complementary new facilities.

B. Space Programs versus Facility Allowances

These criteria are used to determine the total space allowance for a facility. Even though area calculations for functional components of the facility are used in deriving the overall allowance, this does not fix the space sizes of the component program areas of the facility. Local installation decisions, in the space programming and design process, should determine the appropriate allocation of areas for each function-space within the total facility allowance.

C. Local Variation

Local demand for program activities may depend on a variety of factors, in addition to the overall installation population, including:

- (a) Proportion and relative participation of different user groups among the population.
- (b) Specific program of activities provided.
- (c) Competing on-base and off-base facilities providing similar programs.
- (d) Geographic distribution and accessibility of the user populations.
- (e) Local climate conditions and operating seasons.
- (f) Overseas situations and local customs.

4. POPULATION BASIS FOR DEMAND CALCULATIONS

A. Use Base Loading Data

Population figures used in the demand calculations should be consistent with projected base loading data. Officers are O-1 through O-10. Enlisted are E-1 through E-9. Authorized Civilians are authorized DoD employees.

B. Deployable Forces

For facility planning purposes at installations with deployable forces, the active duty demand population is comprised of all the non-deployable population, plus two-thirds of the deployable population, to reflect time away on deployment. However, calculation of the deployable population may be adjusted based on the actual deployment experience at individual installations.

C. Dependent Demand Incorporated in Factors

Demand for facility use by dependent spouses and youth is already statistically incorporated in the Participation Factors provided in the criteria, as derived from system-wide utilization data.

D. Authorized Retirees

Retirees are all military retirees residing within a 30-minute drive of the installation. In the absence of other available installation data on authorized retiree population, the installation should use the DoD Statistical Report on the Military Retirement System (published by DoD, Office of the Actuary, RCS No. DDM (A) 1375), and apply the data for zip codes within a 30-minute drive of the installation.

E. Reservists

For demand calculations, reservist population should be included with the active duty military populations. Numbers of reservists should be counted according to the percentage factors indicated in Item 4, Reservists, of NAVFAC P-80, Section 740, General Notes, Installation Military Strength.

5. RECREATIONAL PLANNING CONTEXT

Planning for MWR facilities should involve consideration of the individual facility in relationship to a comprehensive recreational program and facilities plan for the installation. Consider the following factors, in addition to those relationships specifically indicated in the criteria for each facility:

- If other MWR facilities serving the same user population provide the same program activities, reduce the allowed capacity of the proposed facility by the capacity provided elsewhere at the installation.
- Consider collocating the facility with other recreational facilities providing complementary programs, to provide the users with the increased convenience and attractiveness of clustered activities, and to take advantage of potential savings in support space requirements and operating costs.
- Size and locate an individual facility appropriately to the target population and geographical area its particular function is designed to serve. Convenient access for users should be considered in balance with the need for efficient facility operation and avoidance of duplicate facilities.